

SELF SERVICE CENTER
PROCEDURES: HOW TO GET YOUR DECREE OF DISSOLUTION
SIGNED BY THE JUDGE

STEP 1 **Make two (2) copies of each of the following documents:**

<i>"Decree of Dissolution"</i>
<i>"Parenting Plan"</i>
<i>"Child Support Worksheet"</i>
<i>"Order of Assignment"</i>
<i>"Current Employer Information Sheet"</i>
<i>"Judgment Data Sheet"</i>

STEP 2 **Make three (3) separate packets for the documents you copied:**

Packet 1 should contain the following **ORIGINAL** documents:

Original <i>"Decree of Dissolution"</i>
Original <i>"Parenting Plan"</i>
Original <i>"Child Support Worksheet"</i>
Original <i>"Order of Assignment"</i>
Original <i>"Current Employer Information Sheet"</i>
Original <i>"Judgment Data Sheet"</i>

Packet 2 should contain **COPIES** of the following documents (for you.)

Copy of <i>"Decree of Dissolution"</i>
Copy of <i>"Parenting Plan"</i>
Copy of <i>"Child Support Worksheet"</i>
Copy of <i>"Order of Assignment"</i>
Copy of <i>"Current Employer Information Sheet"</i>
Copy of <i>"Judgment Data Sheet"</i>

Packet 3 should contain **COPIES** of the following documents (for the other party.)

Copy of <i>“Decree of Dissolution”</i>
Copy of <i>“Parenting Plan”</i>
Copy of <i>“Child Support Worksheet”</i>
Copy of <i>“Order of Assignment”</i>
Copy of <i>“Current Employer Information Sheet”</i>

STEP 3

Take the documents to your court default hearing or to your trial for the judge to review and sign if he or she approves them. If you are filing a Consent Decree, follow the instructions that are in the Stipulation to Consent Decree packet, form DR71p.